

DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

**Emergency Readoption of Sections 9500, 9510;
Amendment of Sections 9505, 9515, 9520, 9525, 9535, 9540, 9545;
Repeal of Section 9530; and Adoption of Sections 9517, 9530, 9533,
Title 9, California Code of Regulations**

SUBSTANCE ABUSE AND CRIME PREVENTION ACT OF 2000

Text of \$120M. Emergency Regulations

NOTE: The following document includes changes made to the \$60M. regulations on 3/22/01. Language to be added as part of the \$120M. changes is shown in underline format; language to be repealed is shown in ~~strike-out~~ format.

READOPT SECTION 9500, TITLE 9, CCR, AS SHOWN BELOW:

§ 9500. Application of Chapter.

- (a) The regulations in this Chapter shall apply to all counties, county agencies, and public or private contractors receiving funds or claiming reimbursement pursuant to the Substance Abuse and Crime Prevention Act of 2000 (hereinafter referred to as "the Act").
- (b) All counties, county agencies, and public or private contractors receiving funds or claiming reimbursement pursuant to the Act shall comply with the provisions of this Chapter and the Act.

NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Substance Abuse and Crime Prevention Act of 2000, and Section 11999.4, Health and Safety Code.

AMEND SECTION 9505, TITLE 9, CCR, AS SHOWN BELOW:

§ 9505. Definitions.

- (a) The following definitions shown below shall apply to terminology used in throughout this Chapter and in the Act: Terms used in only one section are defined where they are used.
- (1) “Allowable costs” means the costs specified in Section 9530.
- (2) “Additional services supplemental to treatment” means vocational training, literacy training, and family counseling services.
- (3) “Client” means defendant, probationer, parolee, and any other individuals eligible to receive services pursuant to the Act.
- ~~(2)~~(4) “Days” means calendar days unless noted otherwise.
- ~~(3)~~(5) “Department” means Department of Alcohol and Drug Programs.
- ~~(4)~~(6) “Department’s administrative costs” means the Department’s reasonable and necessary costs incurred in administration and implementation of the Act, as approved through the annual State budget process.
- ~~(5)~~(7) “Drug treatment program” means a program ~~licensed or certified by the Department of Alcohol and Drug Programs pursuant to Chapter 10.5 (commencing with Section 11750) of the Health and Safety Code~~ which is:
- (A) Licensed pursuant to Chapter 7.5 (commencing with Section 11834.01), Part 2, Division 10.5 of the Health and Safety Code; or Chapter 1 (commencing with Section 11876), Part 3, Article 3, Division 10.5 of the Health and Safety Code; or
- (B) Certified pursuant to Section 11831.5 or Section 11994 of the Health and Safety Code; or
- (C) Certified as a substance abuse clinic or satellite clinic pursuant to Section 51200, Title 22, CCR, and which has submitted claims for Medi-Cal reimbursement pursuant to Section 51490.1, Title 22, CCR, within the last two calendar years.
- ~~(6)~~(8) “Drug treatment services” means the services described in Section 1210(b) of the Penal Code provided by drug treatment programs.
- ~~(7)~~(9) “Equitable distribution formula” means the formula for distribution of funds specified in Section 9525.

- ~~(8)~~(10) "Family counseling" means counseling with individuals, couples, or groups which examines interpersonal and family relationships. Such counseling shall be provided by an individual licensed in accordance with Sections 4980 through 4981 of the Business and Professions Code.
- ~~(9)~~(11) "Funds" means funds ~~for implementation of the Act~~ received from the Substance Abuse Treatment Trust Fund established pursuant to Section 11999.4 of the Health and Safety Code or deposited in the county trust fund established pursuant to Section 9517.
- (10)(12) "Literacy training" means instruction and information presented in an individual or group setting to increase literacy skills and reading comprehension.
- ~~(11)~~ "Miscellaneous costs" ~~means any costs associated with implementation of the Act except costs for drug testing.~~
- (13) "Other services" means probation, court monitoring, and miscellaneous services provided pursuant to the Act.
- (14) "Parole authority," means the State Board of Prison Terms.
- (15) "Public or private contractors" means any entities receiving funds pursuant to the Act.
- ~~(12)~~(16) "Trust fund" means a special trust fund established at the state and county levels for allocation and expenditure of funds in accordance with Section 11999.6 of the Health and Safety Code.
- ~~(13)~~(17) "Vocational training" means instruction and information presented in a group setting to increase opportunities for gainful employment.

NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Substance Abuse and Crime Prevention Act of 2000 and Sections 11999.4, 11999.5, 11999.6, 11999.7, 11999.8, 11999.9, 11999.10, 11999.11, 11999.12, and 11999.13 of the Health and Safety Code; and Sections 1210 and 3063.1 of the Penal Code.

READOPT SECTION 9510, TITLE 9, CCR, AS SHOWN BELOW:

§ 9510. Administration of the State Substance Abuse Treatment Trust Fund.

The Department shall administer a special fund known as the "Substance Abuse Treatment Trust Fund" pursuant to Section 11999.4 of the Health and Safety Code. These funds shall be used to:

- (a) Fund the Department's administrative costs associated with implementation of the Act;
- (b) Increase collaboration and coordination among county alcohol and drug program administrators, probation departments, courts, and impacted community parties, to demonstrate that substance abuse treatment has a positive effect on public safety; and
- (c) Fund provision of and placement in drug treatment services, vocational training, family counseling, and literacy training at the county level for adult offenders convicted of nonviolent drug possession offenses pursuant to Sections 1210(a) of the Penal Code or found to have committed a nonviolent drug possession offense pursuant to Section 3063.1 of the Penal Code and related administrative costs.

NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Section 11999.4 through Section 11999.6, Health and Safety Code.

AMEND SECTION 9515, TITLE 9, CCR, AS SHOWN BELOW:

§ 9515. County ~~Request for Funds~~ Plan.

- (a) All counties in California shall request funds ~~to implement~~ pursuant to the Act.
- (b) In order to receive funds for Fiscal Years ~~2000-2001~~ 2001-2002 through 2005-2006, the county ~~Board of Supervisors~~ lead agency shall submit to the Department: ~~a Board resolution, Board minutes, order, motion, or ordinance that:~~
 - (1) A copy of a county board of supervisors' resolution, minutes, order, motion, or ordinance that:
 - ~~(1)(A)~~ Identifies a county lead agency responsible for administration of the funds, and
 - ~~(2)(B)~~ States that the county agrees to comply with the provisions of the Act and the requirements of this Chapter.
 - (2) A county plan, developed in collaboration with all county agencies and any other entities responsible for administering the Act, including but not limited to the office of the county alcohol and drug program administrator, the probation department, the parole authority, and the courts, with input from impacted community parties and federally recognized American Indian tribes. The county may submit the county plan electronically or on paper. The county plan shall include the information specified on County Reporting Requirements (Form ADP 10095, New 4/01) and the following:
 - (A) A brief narrative describing how the county services funded pursuant to the Act will be coordinated, including the collaborative process used to plan services and a list of entities participating in the development of the plan;
 - (B) A brief narrative describing how the county plans to provide and fund services pursuant to the Act;
 - (C) The responsible entity(ies) and the process used to determine clients' level of need for, placement in, and referral to drug treatment and additional services supplemental to treatment provided pursuant to the Act; and
 - (D) Plans for expenditure of excess funds pursuant to Section 11999.13 of the Health and Safety Code.
 - (3) A copy of a county board of supervisors' resolution, minutes, order, motion, or ordinance approving the county plan, unless the county lead

agency attaches to the plan a written delegation of approval authority from the county board of supervisors.

- (c) The county shall submit the documents required in (b) of this regulation to the Director, Department of Alcohol and Drug Programs, 1700 K Street, Sacramento, CA 95814, no later than June 1, 2001, for fiscal year 2001-2002, and by May 1 for subsequent fiscal years 2002-2003 through 2005-2006.
- (d) The Department shall review and approve the county's request for funds if it complies with the requirements of this regulation and the provisions of the Act. Within 15 working days of receipt of the documents required in (b) of this regulation, the Department shall notify the county in writing if its plan has been approved or is not in compliance with the requirements of this regulation and the provisions of the Act. Minimum time for approval of a county's request for funds is ten days, median is 15 days, and maximum is 20 days.
- (e) The county shall submit to the Department an update to its county plan whenever the county makes a singular or cumulative shift of ten percent (10%) or more between county entities or types of services or between services and administrative costs (e.g. between services and probation).
- ~~(c) The county shall submit the Board resolution, Board minutes, order, motion, or ordinance no later than March 1, 2001.~~
- ~~(d) The county shall submit the Board resolution, Board minutes, order, motion, or ordinance to the Director, Department of Alcohol and Drug Programs, 1700 K Street, Sacramento, CA 95814.~~
- ~~(e) The county shall establish a trust fund at the county level and shall deposit all funds received pursuant to the Act into such trust fund.~~
 - ~~(1) The trust fund shall be maintained in an interest-bearing account.~~
 - ~~(2) All interest accruing to the account shall be utilized for expenditures permitted by the Act.~~
 - ~~(3) Funds from the trust fund shall not be commingled with any other funds administered by the county.~~
- ~~(f) Upon completion of the county Plan required in Section 9520(a), the county Board of Supervisors shall approve the plan and submit it to the Department.~~

NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Sections 11999.6, and 11999.7, and 11999.11, Health and Safety Code.

ADOPT SECTION 9517, TITLE 9, CCR, AS SHOWN BELOW:

§ 9517 Establishment of County Trust Fund.

- (a) The county shall establish a trust fund at the county level and shall deposit all funds received pursuant to the Act into such trust fund.
- (b) The trust fund shall be maintained in an interest bearing account.
- (c) All interest accruing to the account shall be utilized for expenditures permitted by the Act.
- (d) Funds from the trust fund shall not be commingled with any other funds administered by the county.

NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Sections 11999.6 and 11999.7, Health and Safety Code.

AMEND SECTION 9520, TITLE 9, CCR, AS SHOWN BELOW:

§ 9520. Responsibilities of County Lead Agency.

The county lead agency identified in the county Board of supervisors' resolution, Board minutes, order, motion, or ordinance, as specified in Section 9515(b), shall:

- (a) Coordinate the development of a county plan for implementation for administration of the Act in accordance with Section 9515; ~~including collaboration with all county agencies involved in implementation of the Act.~~
- (b) Directly provide and/or contract for the provision of authorized services specified in the Act;
- (c) Administer funds received by the county pursuant to the Act;
- (d) Coordinate provision of services with all county agencies and any other entities involved in the administration of the Act. Such coordination shall include:
 - (1) Coordinating and tracking client flow through the local service systems,
 - (2) Sustaining existing services and expanding capacity as needed, and
 - (3) Monitoring the provision of services;
- (e) Submit data and reports to the Department in accordance with the requirements of Section 9535;
- ~~(d)(f)~~ Coordinate Collect data collection and quarterly reporting to the Department as necessary for the evaluation of county programs in accordance with the requirements of this Chapter Sections 11999.9 and 11999.10 of the Health and Safety Code; and
- ~~(e)~~ Coordinate evaluation of county programs in accordance with the requirements of this Chapter.
- ~~(f)(g)~~ Participate in surveys and data collection activities developed for the purpose of the annual and long-term statewide evaluation conducted pursuant to Sections 11999.9 and 11999.10 of the Health and Safety Code. Data to be collected may include client assessment information about drug and alcohol use; health and mental health needs; criminal behavior and risk of criminal behavior; employment; family and social supports; and services provided. The county shall retain data for five years from the date of collection, beginning July 1, 2001.

NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Sections 11999.6, 11999.9, and 11999.10, Health and Safety Code.

AMEND SECTION 9525 AS SHOWN BELOW:

§ 9525. Distribution of Funds from the Trust Fund.

- (a) The Department shall reserve up to one half of one percent (0.5%) of total funds available in the state trust fund for a long-term evaluation as specified in Section 11999.10 of the Health and Safety Code.
- (b) The Department may reserve, subject to annual approval by the State Department of Finance, up to five percent (5.0%) of total funds available to counties in the state trust fund pursuant to Section 11999.6 of the Health and Safety Code.
- ~~(b)(c)~~ The Department shall ~~subtract~~ deduct any amounts withheld pursuant to (a) and (b) of this regulation, as well as its administrative costs, from the funds available in the state trust fund to determine the amount of funds available to counties.
- ~~(e)(d)~~ Fifty percent (50%) of available funds shall be distributed as follows:
 - (1) Each county shall receive a base allocation of \$2,500 for every \$1 million available after the adjustments in ~~(b)~~ (c) above.
 - (2) The Department shall increase each county's base allocation by an amount to be determined as follows:
 - (A) The Department shall compute the total of statewide base allocations as described in ~~(e)(1)~~ (d)(1) for all counties receiving funds and subtract this total amount from the available funds.
 - (B) After calculating the amount in ~~(e)(2)(A)~~ (d)(2)(A) and subtracting the total from ~~(e)~~ (d), the Department shall distribute the remaining balance by a proportion for each county, which shall be determined by dividing the county's total population by the total statewide population as shown in annual statistics obtained from the California Department of Finance.
- ~~(d)(e)~~ Twenty-five percent (25%) of available funds shall be distributed in accordance with the formula shown below:
 - (1) The Department shall divide total drug arrests in each county for ~~the period January 1, 1999 through December 31, 1999~~ the most recent calendar year for which data is available by the total number of drug arrests statewide for the same time period. The Department shall obtain drug arrest statistics from the California Department of Justice's Bureau of Criminal Statistics.

- (2) The Department shall multiply the proportion determined for each county by the formula shown in ~~(d)(1)~~ (e)(1) by twenty-five percent (25%) of available funds.

~~(e)~~(f) Twenty-five percent (25%) of available funds shall be distributed as follows:

- (1) The Department shall divide the number of individuals receiving drug treatment services in each county ~~on November 1, 1999~~ using the most recent statistically valid daily caseload data available to the Department, by the total number of individuals receiving drug treatment services statewide on the same date. The Department shall determine how many individuals are receiving drug treatment statewide and in each county based on statistics obtained by the Department through its client data collection system.

- (2) The Department shall multiply the proportion determined for each county by the formula shown in ~~(e)(1)~~ (f)(1) by twenty-five percent (25%) of available funds.

(g) If any county fails to submit plans and reports required pursuant to this Chapter that were due on or before January 31 of the current fiscal year, the Department shall withhold in the state trust fund twenty-five percent (25%) of the funds available for distribution to that county for the next fiscal year. The Department shall distribute those funds to the county after it receives the outstanding plans and reports.

~~(f)~~(h) Except as specified in (g) of this regulation, the Department shall distribute funds to counties annually via warrant (check) issued by the State Controller. The funds shall be released upon approval of the county plan submitted in accordance with Section 9515, but no earlier than July 1 of each year.

NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Section 11999.6, Health and Safety Code.

REPEAL SECTION 9530 AS SHOWN BELOW:

~~§ 9530. Allowable Costs and Activities.~~

- ~~(a) The county and any public or private contractors shall use funds in accordance with the provisions of the Act and the requirements of this Chapter.~~
- ~~(b) The county shall use funds allocated for Fiscal Year 2000-2001 to develop programs to implement the Act by:~~
 - ~~—— (1) Planning and coordinating county activities needed to begin providing drug treatment, literacy training, family counseling and vocational training services in order to implement the Act by July 1, 2001; and~~
 - ~~—— (2) Expanding existing drug treatment programs or developing new drug~~
- ~~(c) Funds may be utilized by:~~
 - ~~(1) The county alcohol and drug program office, courts, and probation department.~~
 - ~~(2) Licensed and/or certified public or private contractors providing drug treatment services under the Act.~~
 - ~~(3) Family counseling, vocational training, and literacy training agencies.~~
- ~~(d) Funds shall not be used for purchase of land, purchase or construction of buildings, or additions to buildings. The Department shall not grant waivers of this prohibition.~~
 - ~~(1) As used in this regulation, “additions to buildings” means structural changes that require the relocation of exterior walls, roofs, or floors, regardless of cost.~~
 - ~~(2) Non-State costs for the purchase or construction of buildings or additions to buildings may be recovered only through straight line depreciation over the class life of the property, as specified in the “Table of Class Lives and Recovery Periods” in federal IRS Publication 946, “How to Depreciate Property”, which is available from any office of the IRS.~~
- ~~(e) The county shall expend funds in accordance with guidelines for allowable and allocable costs as contained in federal Office of Management and Budget (OMB) Circular A-87, “Cost Principles for State, Local, and Indian Tribal Governments”, which is available from the Executive Office of the President, Office of Management and Budget, Washington, D.C. 20503. Public or private contractors shall expend funds in accordance with the guidelines for allowable and allocable costs as contained in federal OMB Circular A-122, “Cost Principles for Non-Profit~~

~~Organizations”, which is available from the Executive Office of the President, Office of Management and Budget, Washington, D.C. 20503.~~

- ~~(f) — Counties and public or private contractors may use Fiscal Year 2000-2001 funds until expended for the following expenditures in order to develop, expand, or implement start-up of county functions necessary to administer the Act and public or private drug treatment services:~~
 - ~~(1) — Administrative, consultant, and staff salaries and benefits including:~~
 - ~~(A) — Annual leave, sick leave, holidays, court leave, and military leave;~~
 - ~~(B) — Employer contributions to employee medical insurance, pensions, unemployment benefits, and worker’s compensation insurance;~~
 - ~~(2) — Utilities such as heat, gas, and electricity;~~
 - ~~(3) — Taxes;~~
 - ~~(4) — Insurance;~~
 - ~~(5) — Mortgage interest and other interest incurred as a result of allowable costs and activities;~~
 - ~~(6) — Depreciation;~~
 - ~~—— (7) — Rent;~~
 - ~~—— (8) — Employee training costs;~~
 - ~~—— (9) — Repairs, maintenance, and housekeeping; and~~
 - ~~(10) — Purchase of equipment. As used in this regulation, “equipment” means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more, or the capitalization level established by the county auditor-controller, whichever is less.~~
 - ~~(A) — Any equipment purchased with funds shall be used for activities and services allowed in Section 11999.6 of the Health and Safety Code.~~
 - ~~(B) — Expenditures which are less than the capitalization levels specified in (f)(10) of this regulation may be reimbursed as allowable costs in the year incurred.~~
 - ~~(C) — Expenditures which exceed the capitalization levels specified in (f)(10) of this regulation may only be recovered through straight line~~

depreciation over the class life of the property, as specified in the "Table of Class Lives and Recovery Periods" in federal Internal Revenue Service (IRS) Publication 946, "How to Depreciate Property", which is available from any office of the IRS.

- (D) ~~When replacing equipment, the equipment to be replaced shall be used as a trade-in, or the equipment shall be sold and the proceeds shall be used to offset the cost of the replacement property.~~
- (E) ~~Public or private contractors shall obtain written approval from the county prior to purchasing equipment.~~

~~(11) Alteration and/or renovation~~

- (A) ~~As used in this regulation, "Alteration and/or renovation" means work required to change installed equipment or the interior arrangements or other physical characteristics of an existing facility so that it may be more effectively utilized for its currently designated purpose or adapted to an alternative use to meet a programmatic requirement.~~
- (B) ~~Costs of alteration and/or renovation required to provide services necessary to implement the Act may be reimbursed as allowable costs in the year(s) incurred up to \$150,000 per project.~~
- (C) ~~If the total costs of an alteration and/or renovation project exceed \$150,000 over a three year period, those costs shall be capitalized and depreciated unless the Department grants a waiver allowing for full reimbursement as described below:~~
 - 1. ~~The Department shall grant a waiver if the county submits a written request for waiver accompanied by a description of the project and a county Board of Supervisors' resolution that approves the project.~~
 - 2. ~~If the Department does not grant a waiver, the costs may be recovered only through straight line depreciation over the class life of the property, as specified in the "Table of Class Lives and Recovery Periods" in federal IRS Publication 946, "How to Depreciate Property", which is available from any office of the IRS.~~
- (D) ~~If a building is leased, alteration and/or renovation costs shall be allowable provided that the program is responsible under the lease for paying for the alteration and/or renovation, and the alteration and/or renovation meets the criteria contained in this regulation.~~

~~1. If the total cost of the alteration and/or renovation project exceeds \$150,000 without Departmental waiver, the alteration and/or renovation shall be considered a leasehold improvement.~~

~~2. The cost of leasehold improvements shall be amortized and may be recovered over the term of the lease(s), but no earlier than June 30, 2006.~~

~~(E) Any county contract for drug treatment services containing costs for alterations and/or renovations funded pursuant to the Act shall require such alterations and/or renovations to be used to provide services pursuant to the Act.~~

~~(F) If a public or private contractor ceases to provide services pursuant to the Act prior to July 1, 2006, the county shall collect a prorated portion of funding used for alterations and/or renovations from the provider and shall return such funding to the county trust fund. The amount to be collected shall be prorated by dividing the number of months remaining until June 30, 2006, by the total number of months from completion of the project until June 30, 2006, and multiplying the resulting amount by the total cost of alterations and/or renovations funded pursuant to the Act.~~

~~(G) Any alteration and/or renovation that is done shall ensure that the altered portions of the facility comply with (k) of this regulation.~~

~~(12) Annual audits of public or private contractors.~~

~~(g) Public or private contractors shall obtain written approval from the county lead agency, in accordance with county requirements, prior to commencement of alterations and/or renovation, construction, leasehold improvements, and equipment purchases, to the extent that funds will be used to pay for these costs, either in full or through depreciation or amortization. The county shall ensure that reimbursement is in accordance with the limitations and requirements contained in this regulation. Nothing in this regulation shall be construed to limit the county's discretion to be more restrictive in its policies regarding such expenditures.~~

~~(h) The county shall monitor and document activities to ensure that:~~

~~(1) Use of funds:~~

~~(A) Complies with the provisions of the Act and this Chapter.~~

~~(B) Complies with county procedures for procuring property, obtaining consulting services, and awarding contracts.~~

- ~~(2) Funds are not used to supplant funds from any existing fund source or mechanism currently used to provide drug treatment services in the county.~~
- ~~(i) The county shall include the requirements stated in this regulation in all agreements with public or private contractors receiving funds under this Chapter.~~
- ~~(j) In providing services reimbursed with funds under this Chapter, the county shall comply with Article 9.5 (commencing with Section 11135), Chapter 1 of the Government Code.~~
- ~~(k) All programs and services funded pursuant to the Act shall be accessible to persons with disabilities as provided for in the Rehabilitation Act of 1973 as amended (Section 794, Title 29, United States Code) and implementing regulation Title 45, Code of Federal Regulations, Part 84, and the Americans with Disabilities Act of 1990 (Sections 12131 through 12134, Title 42, United States Code) and implementing regulation Title 28, Code of Federal Regulations, Part 35. The county and any other entity that receives funds under the provisions of the Act shall not contract with any entity or expend funds for any program or service that is not accessible to persons with disabilities.~~

~~NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Section 11999.12, Health and Safety Code.~~

ADOPT SECTION 9530, TITLE 9, CCR, AS SHOWN BELOW:

NOTE: The requirements of existing Section 9530 were re-arranged to improve continuity and flow. They were amended by repeal and readoption to make them easier to read.

§ 9530. Allowable Costs and Activities.

- (a) The county and any public or private contractors shall use funds in accordance with the provisions of the Act and the requirements of this regulation.
- (b) Funds shall be used to cover the costs of placing clients in and providing drug treatment services pursuant to the Act provided by drug treatment programs, as defined in Section 9505, and additional services supplemental to treatment, as defined in Section 9505. Funds may be used for other services, which may include probation department costs; court monitoring costs; and miscellaneous costs. As used in this regulation “miscellaneous costs” means any costs associated with implementation of the Act, except costs for drug testing. Miscellaneous costs may include the cost of housing only if:
 - (1) The client is concurrently receiving drug treatment services as defined in Section 9505;
 - (2) The facility providing housing is affiliated with a drug treatment program as defined in Section 9505 and has a contract with the county lead agency to provide housing pursuant to the Act; and
 - (3) The combined cost of housing and drug treatment services provided to the client does not exceed the median cost of residential drug treatment services paid for by the same county pursuant to the Act.
- (c) Prior to July 1, 2001, funds shall be used for activities needed to implement the Act. Such activities shall include, but shall not be limited to the following:
 - (1) Planning and coordinating county activities needed to begin providing drug treatment, literacy training, family counseling, vocational training, and other services in order to implement the Act by July 1, 2001; and
 - (2) Expanding existing drug treatment programs or developing new drug treatment programs.
- (d) Commencing July 1, 2001, funds may be used until expended for the purposes specified in (c) of this regulation or to provide services as identified in the county plan developed in accordance with Section 9515.
- (e) Funds shall not be used for the purchase of land, purchase or construction of buildings, or additions to buildings. The Department shall not grant waivers to this prohibition.

- (1) As used in this regulation, “additions to buildings” means structural changes that require the relocation of exterior walls, roofs, or floors, regardless of cost.
- (2) Non-State costs of purchase or construction of buildings or additions to buildings may be recovered only through straight line depreciation over the class life of the property, as specified in the “Table of Class Lives and Recovery Periods” in federal IRS Publication 946, “How to Depreciate Property”, which is available from any office of the IRS.
- (f) With the exception of specific requirements included in (g), (h), and (i) of this regulation, determination of allowable and allocable costs under the Act shall be made utilizing the guidelines contained in the Act and in cost principles published by the federal Office of Management and Budget (OMB). The county shall follow OMB Circular A-87, “Cost Principles for State, Local and Indian Tribal Governments”. Public and private contractors shall follow OMB Circular A-122, “Cost Principles for Non-Profit Organizations”. Both OMB circulars are available from the Executive Office of the President, Office of Management and Budget, Washington, D.C. 20503.
- (g) Purchase of equipment. As used in this regulation, “equipment” means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more, or the capitalization level established by the county auditor-controller, whichever is less.

 - (1) Any equipment purchased with funds shall be used for activities and services allowed in Section 11999.6 of the Health and Safety Code.
 - (2) Expenditures which are less than \$5,000 may be reimbursed as allowable costs in the year incurred.
 - (3) Expenditures of \$5,000 or more may be recovered only through straight line depreciation over the class life of the property, as specified in the “Table of Class Lives and Recovery Periods” in federal Internal Revenue Service (IRS) Publication 946, “How to Depreciate Property”, which is available from any office of the IRS.
 - (4) When replacing equipment, the equipment to be replaced shall be used as a trade-in, or the equipment shall be sold and the proceeds shall be used to offset the cost of the replacement property.
 - (5) Public or private contractors shall obtain written approval from the county prior to purchasing equipment.

(h) Alteration and/or renovation

- (1) As used in this regulation, "alteration and/or renovation" means work required to change installed equipment or the interior arrangements or other physical characteristics of an existing facility so that it may be more effectively utilized for its currently designated purpose or adapted to an alternative use to meet a programmatic requirement.
- (2) Costs of alteration and/or renovation required to provide services necessary to implement the Act may be reimbursed as allowable costs in the year(s) incurred up to \$150,000 per project.
- (3) If the total costs of an alteration and/or renovation project exceed \$150,000 over a three-year period, those costs shall be capitalized and depreciated unless the Department grants a waiver allowing for full reimbursement as described below:
 - (A) To receive a waiver, the county shall submit to the Department a written request for waiver, a description of the project, and a county Board of Supervisors resolution that approves the project.
 - (B) If the Department does not grant a waiver, the costs may be recovered only through straight line depreciation over the class life of the property, as specified in the "Table of Class Lives and Recovery Periods" in federal IRS Publication 946, "How to Depreciate Property", which is available from any office of the IRS.
- (4) If a building is leased, alteration and/or renovation costs shall be allowable provided that the program is responsible under the lease for paying for the alteration and/or renovation, and the alteration and/or renovation meets the criteria contained in this regulation.
 - (A) If the total cost of the alteration and/or renovation project exceeds \$150,000 without Departmental waiver, the alteration and/or renovation shall be considered a leasehold improvement.
 - (B) The cost of leasehold improvements shall be amortized and may be recovered over the term of the lease(s), but no earlier than June 30, 2006.
- (5) Any county contract for drug treatment services containing costs for alterations and/or renovations funded pursuant to the Act shall require such alterations and/or renovations to be used to provide services pursuant to the Act.
- (6) If a public or private contractor ceases to provide services pursuant to the Act prior to July 1, 2006, the county shall collect a prorated portion of funding used for alterations and/or renovations from the public or private

contractor and shall return such funding to the county trust fund. The amount to be collected shall be prorated by dividing the number of months remaining until June 30, 2006, by the total number of months from approval of the project until June 30, 2006, and multiplying the resulting amount by the total cost of alterations and/or renovations funded pursuant to the Act.

- (7) Any alteration and/or renovation that is done shall ensure that the altered portions of the facility comply with (n) of this regulation.
- (i) Counties and public or private contractors shall not use funds for costs of drug testing.
- (j) Public or private contractors shall obtain written approval from the county lead agency, in accordance with county requirements, prior to commencement of alterations and/or renovation, construction, leasehold improvements, and equipment purchases, to the extent that funds will be used to pay for these costs, either in full or through depreciation or amortization. The county shall ensure that reimbursement is in accordance with the limitations and requirements contained in this regulation. Nothing in this regulation shall be construed to limit the county's discretion to be more restrictive in its policies regarding such expenditures.
- (k) The county shall monitor and document activities to ensure that:

 - (1) Use of funds:

 - (A) Complies with the provisions of the Act and this regulation, and
 - (B) Complies with county procedures for procuring property, obtaining consulting services, and awarding contracts; and
 - (2) Funds are not used to supplant funds from any existing fund source or mechanism currently used to provide drug treatment services in the county.
- (l) In providing services reimbursed with funds under this Chapter, the county shall comply with Article 9.5 (commencing with Section 11135), Chapter 1 of the Government Code.
- (m) All programs and services funded pursuant to the Act shall be accessible to persons with disabilities as provided for in the Rehabilitation Act of 1973 as amended (Section 794, Title 29, United States Code) and implementing regulation Title 45, Code of Federal Regulations, Part 84, and the Americans with Disabilities Act of 1990 (Sections 12131 through 12134, Title 42, United States Code) and implementing regulation Title 28, Code of Federal Regulations, Part 35, and the provisions of Assembly Bill 2222 (Chapter 1049, Statutes of 2000). The county and any other entity that receives funds under the provisions of the

Act shall not contract with any entity or expend funds for any program or service that is not in compliance with the disability laws and regulations cited in this subsection.

- (n) The county and all entities providing services pursuant to the Act shall maintain confidentiality of client records and information in accordance with Title 42, Code of Federal Regulations, Part 2.
- (o) The county shall include the requirements stated in this regulation in all agreements with public or private contractors receiving funds under this Chapter.

NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Section 11999.12, Health and Safety Code; and Section 1210(b), Penal Code.

ADOPT NEW SECTION 9532, TITLE 9, CCR, AS SHOWN BELOW:

§ 9532. Client Fees.

- (a) The county shall utilize any fee it collects, which was assessed by a trial judge, toward the cost of placing clients into drug treatment programs and to fund drug treatment services and other related services for eligible clients.

 - (1) The county shall report such fees on the Annual Financial Status Report (Form ADP 10096, New 4/01).
 - (2) For purposes of this regulation, the “cost of placing clients into drug treatment programs” means court or probation department costs incurred in ensuring that a client is enrolled in the selected drug treatment program and has a treatment plan in place.
- (b) Drug treatment programs in which clients are placed shall assess fees toward the cost of treatment based on their determination of a client's ability to pay in accordance with Section 11991.5 of the Health and Safety Code.

 - (1) Such fees shall be deducted from the drug treatment program's cost of providing services in accordance with Health and Safety Code Section 11987.9.
 - (2) Such fees shall be identified on the Annual Financial Status Report (Form ADP 10096, New 4/01).

NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Section 11991.5, Health and Safety Code; and Sections 1210.1(a) and 3063.1(a), Penal Code.

ADOPT SECTION 9533, TITLE 9, CCR AS SHOWN BELOW:

§ 9533. Drug Medi-Cal Services

- (a) If a client referred to treatment under the Act is eligible for Medi-Cal and is referred to a clinic certified to participate in the Drug Medi-Cal Program pursuant to interagency agreement between the Department and the Department of Health Services and the provisions of Title 42, Code of Federal Regulations, Section 442.10 et seq., the clinic shall seek Medi-Cal reimbursement for medically necessary services rendered pursuant to Section 51341.1, Title 22, CCR, and Section 11758.46 of the Health and Safety Code.
- (1) The program shall follow Drug Medi-Cal admission procedures as specified in Section 51341.1, Title 22, CCR, including determination of medical necessity, prior to accepting the client as a Drug Medi-Cal client. If not admitted as a Drug Medi-Cal client, reimbursement shall be made from the county's trust fund established pursuant to Section 9517.
- (2) The program shall not charge a Drug Medi-Cal client a fee for services provided other than a share of cost assessed pursuant to, Article 12 (commencing with Section 50651), Chapter 2, Division 3, Title 22, CCR.
- (3) The program shall identify on Drug Medi-Cal claims that the client is receiving services pursuant to the Act.
- (b) Counties shall not use county trust funds to match Drug Medi-Cal federal financial participation.

NOTE: Authority cited: Section 11755, Health and Safety Code; Reference: Section 11758.42, Health and Safety Code; and Sections 14019.3 14019.4, Welfare and Institutions Code.

AMEND SECTION 9535, TITLE 9, CCR, AS SHOWN BELOW:

§ 9535. County Records and Reporting Requirements.

- (a) ~~For the Fiscal Year 2000-01 funds, within 30 days from the end of each quarter, the county shall submit to the Department a written financial status report describing how the county's funds were spent during the three-month period immediately preceding the report. (i.e., for the quarter ending March 31, 2001, the report will be due April 30, 2001).~~ The county shall submit the written reports on the Quarterly Financial Status Report, Substance Abuse and Crime Prevention Act (ADP 10087, new 12/00 ADP10086, Rev. 4/01), which is hereby incorporated by reference. The submittal of the written reports by the county shall continue until all funds received for Fiscal Year 2000-01 have been obligated and expended. The quarterly financial status reports shall be due on April 30 for the period January 1 through March 31, 2001, and on July 31, 2001 for the period January 1 through June 30, 2001.
- (b) ~~On a monthly basis by the 20th of each month following the month in which the county receives funds, the county shall submit to the Department a written report describing the county's progress in assuring that county services will be available to implement the Act.~~
- (b) For funds distributed for fiscal years 2001-2002 through 2005-2006, the county shall submit the following:
- (1) County expenditures as specified on County Reporting Requirements (Form ADP 10095, New 4/01). The reports shall be submitted by January 31 for the period July 1 through December 31, and by July 31 for the period July 1 through June 30. Reports may be submitted electronically or on paper.
 - (2) Client counts and characteristics and capacity/waiting list, as specified on County Reporting Requirements (Form ADP 10095, New 4/01). The reports shall be submitted semi-annually by January 31 and July 31. Reports may be submitted electronically or on paper.
 - (3) An annual county budget, to be submitted with the county contracts required pursuant to Sections 11758.20, 11785.40 et seq., and 11758.46 of the Health and Safety Code. The annual county budget shall include planned expenditures for drug treatment services, vocational training, literacy training, family counseling, court monitoring, supervision, assessment and placement, etc.
 - (4) Annual cost reports pursuant to Section 11991.5 of the Health and Safety Code, showing actual expenditures, itemized by provider, for drug treatment services, vocational training, literacy training, family counseling, court monitoring, supervision, assessment and placement, etc.; The county shall submit annual cost reports by November 1 of each year.

- (5) Annual Financial Status Report, Substance Abuse and Crime Prevention Act of 2000 (ADP 10096, New 4/01), which is hereby incorporated by reference. The county shall submit the form electronically or on paper by September 30 each year;
- (c) The county shall establish and maintain accounting and fiscal records that identify the source and expenditure of all funds. The county shall maintain documentation such as cancelled checks, paid bills, payrolls, time and attendance records, contract and award documents, etc., to support such records and shall make such records available to the Department for audit upon request.
- (d) The county shall maintain fiscal control and accounting procedures in accordance with generally accepted accounting principles. Such accounting procedures shall be sufficient to:
- (1) Permit the preparation of the reports required in this regulation, and
 - (2) Track expenditure of funds to ensure that such funds were used in accordance with the requirements of this Chapter and the Act.
- (e) The county shall retain all records documenting use of funds for a period of ~~three~~ five years from the end of the fiscal year or until completion of the Department's annual audit and resolution of any resulting audit issues if the audit is not resolved within ~~three~~ five years.
- (f) The county shall include the record keeping and reporting requirements established in this regulation in every agreement for ~~county services~~ for services to implement the Act.

NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Sections 11991.6 and 11999.12, Health and Safety Code.

AMEND SECTION 9540, TITLE 9, CCR, AS SHOWN BELOW:

§ 9540. Departmental Audit of Expenditures and Audit Appeals.

- (a) The Department shall audit county expenditure of funds annually to monitor compliance with the provisions of this Chapter and the Act.
- (b) The Department shall audit county expenditure of funds in accordance with generally accepted governmental auditing standards as described in "Government Auditing Standards (1994 Revision)" published for the United States General Accounting Office by the Comptroller General of the United States. "Government Auditing Standards (1994 Revision)" is available upon written request from the United States General Accounting Office, Washington, DC 10548.
- (c) Counties and public or private contractors shall make available all accounting and fiscal records pertaining to expenditure of funds upon written request from the Department for auditing purposes in accordance with this Chapter.
- (d) Counties may appeal audit findings in accordance with the provisions of Chapter 5 (commencing with Section 11500), Part 1, Division 3, Title 2 of the Government Code.
- (e) Counties shall repay to the Department amounts found by audit to have been spent in violation of this Chapter or the Act.
 - (1) Amounts repaid to the Department shall be deposited into the Department's Substance Abuse Treatment Trust Fund.
 - (2) If an audit discloses errors in recording or reporting of revenues and/or costs that affect ongoing reconciliation of a county's trust fund balance, the county shall make appropriate adjustments to its trust fund records and/or its financial reports to bring both into agreement.

NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Sections 11991.6 and 11999.12, Health and Safety Code

AMEND SECTION 9545, TITLE 9, CCR, AS SHOWN BELOW:

§ 9545. County Audit of Public or Private Contractors.

- (a) Counties shall annually audit any public or private contractors with whom they have agreements and who expend \$300,000 or more in funds to ensure compliance with the provisions of the Act, the requirements of this Chapter, and the county terms and conditions under which the funds were awarded. Counties may, at their discretion, conduct such audits, contract for the performance of such audits, or require the public or private contractors to obtain such audits.
- (b) The audit shall be conducted in accordance with generally accepted government auditing standards as described in "Government Auditing Standards (1994 Revision)", published for the United States General Accounting Office by the Comptroller General of the United States.
- (c) The annual audit shall be completed and the county shall submit a written audit report to the Department within 30 days of completion of the audit but no later than nine months after the end of each state fiscal year ending June 30.
- (d) The written audit report shall establish whether the contractor expended funds in accordance with the provisions of the Act, the requirements of this Chapter, and the county terms and conditions under which the funds were awarded.
- (e) When a county audit finds that a public or private contractor has misspent funds based on the requirements of Section 9530, the county shall demand repayment from the contractor in the amount of such audit findings and shall deposit the recovered funds into the county's trust fund established pursuant to Section 9517. Such recovery of funds shall be reported to the Department on the "Program Income" line of the "Annual Financial Status Report, Substance Abuse and Crime Prevention Act of 2000" (Form 10096, New 4/01), which is hereby incorporated by reference, and the specific amount recovered shall be identified in the "Comments/Remarks" line on the same report. The county shall maintain an audit trail to identify the specific audit periods for which recoveries are reported.
- (f) The county shall establish a process to resolve disputed findings resulting from its own audit of public or private contractors.
- ~~(e)~~(g) Notwithstanding subsection (a) of this regulation, any ~~county~~ public or private contractor who is required to obtain a single audit pursuant to OMB Circular A-133 and who receives funding under the Act, shall ensure that the single audit addresses compliance with the requirements of the Act. The county may rely on the single audit as fulfilling its responsibilities in Section 9545(a).
- ~~(f)~~(h) Audit work papers supporting the report shall be retained for a period of ~~three~~ five years from the issuance of the audit report and the county shall make such work papers available to the Department upon request.

NOTE: Authority cited: Section 11755, Health and Safety Code. Reference: Sections 11991.6 and 11999.12, Health and Safety Code

QUARTERLY FINANCIAL STATUS REPORT FOR 2000-2001
SUBSTANCE ABUSE AND CRIME PREVENTION ACT OF 2000
Department of Alcohol and Drug Programs

1. Submit Completed Report to: Department of Alcohol and Drug Programs Audit Services Branch 1700 K Street, 5 th Floor Sacramento, CA 95814	2. Funding Period (State Fiscal Year) 2000-2001
3. Name and address of County Lead Agency [as required by the California Code of Regulations (CCR), Title 9, Division 4, Chapter 2.5, Section 9515(b)]	
4. Employer ID Number	5. Accounting Basis () Cash () Accrual
6. Period Covered by this Report () January 1 to March 31, 2001 () January 1 to June 30, 2001	
Transactions	Cumulative Amounts
7. Total Funds Available During Funding Period	
8. Outlays (Expenditures) for Drug Treatment Services	
9. Outlays (Expenditures) for Additional Services	
10. Outlays (Expenditures) for Other Services	
11. Total Outlays (Expenditures)	
12. Other Income (Interest, Sale of Equipment, etc.)	
13. Funds Received from Client Fees	
14. Funds Received from Providers for Audit Exceptions	
15. Funds Received from County/Local Agencies	
16. Total Program Income	
17. Net Outlays (Expenditures)	
18. Excess Funds	
19. Comments/Remarks	
20. Certification: I certify to the best of my knowledge and belief that this report is correct and complete, and that all outlays and obligations are for the purposes set forth in Division 10.8 of the Health and Safety code; Chapter 2.5, Division 4, Title 9, CCR; and in the award documents.	
Name and Title	Telephone
Signature of Authorized Certifying Official	Date Report Submitted

INSTRUCTIONS FOR QUARTERLY FINANCIAL STATUS REPORT FOR 2000-2001
SUBSTANCE ABUSE AND CRIME PREVENTION ACT OF 2000
Department of Alcohol and Drug Programs

1. No entry is necessary as the Department's name is preprinted on the form.
2. No entry is necessary as the funding period (State Fiscal Year) is preprinted on the form.
3. Enter the name and address of the county lead agency.
4. Enter the employer identification number assigned by the U.S. Internal Revenue Service.
5. Check the box which describes the accounting basis on which the report was prepared.
6. Check the box for the period covered by the report.
7. Enter the total allocation received by the county of the \$60 million statewide amount.
8. Enter the total outlays (expenditures) for drug treatment services.
9. Enter the total outlays (expenditures) for additional services supplemental to treatment pursuant to the Act, i.e., family counseling, vocational training, and literacy training.
10. Enter the total outlays (expenditures) for other services, i.e., probation, court monitoring, and miscellaneous services pursuant to the Act.
11. Add amount reported on line 8, line 9, and line 10, and enter the sum.
12. Enter other income (interest, sale of equipment, etc.) for the period for which the report is being submitted.
13. Enter funds received from client fees that have not already been offset against service costs prior to making payment. This may include fees assessed by trial judges or the parole authority.
14. Enter funds received from providers as a result of county audit exceptions or audit findings identified by the state which necessitated the recovery. This does not include amounts recovered through offset of payments to service providers.
15. Enter any funds received from county/local agencies for purposes of the Act.
16. Add lines 12 through 15 and enter the total program income.
17. Subtract the amount on line 16 from the amount on line 11 and enter the result.
18. Subtract line 17 from line 7 and enter the result. **THE AMOUNT REPORTED ON LINE 18 ON THE JUNE 30 REPORT REPRESENTS THE UNSPENT FUNDS WHICH, IF APPROVED BY THE DEPARTMENT, MAY BE RETAINED BY THE COUNTY AND EXPENDED IN ACCORDANCE WITH SECTION 11999.13 OF THE HEALTH AND SAFETY CODE. TO RETAIN AND EXPEND THESE FUNDS, A COUNTY SHALL AMEND ITS COUNTY PLAN.**
19. and 20. Self-explanatory.

Report Type	Header Information	Comments/Detail Information
<i>I. COUNTY PLANNED EXPENDITURES</i>		
County Plan Section 9515(b)(2)	<ul style="list-style-type: none"> * County Name * Lead Agency * Contact <ul style="list-style-type: none"> - Name - Title - Telephone - Email * Submission Type * Funding Period * Allocation for FY * Excess Funds Carried Over from Prior Year * Total for County 	<p>Does NOT include provider detail.</p> <ul style="list-style-type: none"> * County Entity Type <ul style="list-style-type: none"> - Drug Treatment - Other Service - Criminal Justice * Entity Name (AOD, Behavioral Health, Public Health, Mental Health, Education, Probation, Courts, and so forth) * Planned SACPA Dollars for Named Entity <ul style="list-style-type: none"> - Direct Services - Administrative Activities - Total for Named Entity - % Entity Comprises of County Total * Subtotals by Entity Type * Totals for County * Projected # of Clients by Referral Source * Total Projected # Clients * Service Type <ul style="list-style-type: none"> - Drug Treatment Modalities - Literacy Training - Family Counseling - Vocational Training - Other Client Services * Planned SACPA Dollars for Service Type <ul style="list-style-type: none"> - Direct Services - Administrative Activities - Total for Service Type - Percentage Service Type Comprises of County Total * Totals for County * Planned # Clients to be Served by Service Type * Existing Capacity by Service Type * Planned Additional Capacity by Service Type * Total Capacity by Service Type * Totals for County * Case Management Activity Type <ul style="list-style-type: none"> - Referral/Assessment - Placement - Court Monitoring - Supervision - Miscellaneous * Planned SACPA Dollars for Case Management Activity Type <ul style="list-style-type: none"> - Direct Services - Administrative Activities - Total for Case Management Activity Type - Percentage Case Management Activity Type Comprises of County Total * Totals for County

Report Type	Header Information	Comments/Detail Information
		* Total for Services and Case Management Activities

Report Type	Header Information	Comments/Detail Information
II. COUNTY EXPENDITURES		
County Expenditure Report Section 9535(b)(1)	* County Name * Lead Agency * Contact - Name - Title - Telephone - Email * Submission Type * Reporting Period	Does NOT include provider detail. * County Entity Type - Drug Treatment - Other Service - Criminal Justice * Entity Name (AOD, Behavioral Health, Public Health, Mental Health, Education, Probation, Courts, and so forth) * SACPA Dollars Spent by Named Entity - Direct Services - Administrative Activities - Total for Named Entity - % Entity Comprises of County Total Spending * Subtotals by Entity Type * Totals for County * County Service Type - Drug Treatment Modalities - Literacy Training - Family Counseling - Vocational Training - Other Client Services * SACPA Dollars Spent by Service Type - Direct Services - Administrative Activities - Total for Service Type - Percentage Service Type Comprises of County Total * Totals for County * Case Management Activity Type - Referral/Assessment - Placement - Court Monitoring - Supervision - Miscellaneous * SACPA Dollars Spent by Case Management Activity Type - Direct Services - Administrative Activities - Total for Case Management Activity Type - Percentage Case Management Activity Type Comprises of County Total * Totals for County * Totals for Services and Case Management Activities
III. CLIENT COUNTS AND CHARACTERISTICS		
Other Services Client Counts and	* County Name * Lead Agency * Contact	Client counts and demographics similar to CADDs, but at a summary level.

Report Type	Header Information	Comments/Detail Information
Characteristics Section 9535(b)(2)	<ul style="list-style-type: none"> - Name - Title - Telephone - Email * Submission Type * Reporting Period 	By Service Type or Case Management Activity Type: <ul style="list-style-type: none"> - Literacy Training - Family Counseling - Vocational Training - Other Client Services - Referral/Assessment - Placement - Court Monitoring - Supervision - Miscellaneous Case Management By Client Characteristic: <ul style="list-style-type: none"> - Gender - Children under 18 - Age at Admission - Race - Ethnicity - Referral Source (Court/Probation or Parole) - Living Arrangement at Admission - Pregnant at Admission
IV. CAPACITY/WAITING LIST		
Other Services Waiting List Client Counts Section 9535(b)(2)	<ul style="list-style-type: none"> * County Name * Lead Agency * Contact - Name - Title - Telephone - Email * Submission Type * Reporting Period 	Client counts by service type similar to DATAR. By Service Type: <ul style="list-style-type: none"> - Literacy Training - Family Counseling - Vocational Training - Other Client Services By Days on Wait: <ul style="list-style-type: none"> - 0 days - 1-6 days - 7-13 days - 14-20 days - 21-30 days - 31-60 days - Over 60 days

**ANNUAL FINANCIAL STATUS REPORT
SUBSTANCE ABUSE AND CRIME PREVENTION ACT OF 2000
Department of Alcohol and Drug Programs**

1. Submit Completed Report to: Department of Alcohol and Drug Programs Audit Services Branch 1700 K Street, 5 th Floor Sacramento, CA 95814	2. Funding Period (State Fiscal Year)
3. Name and address of County Lead Agency [as required by the California Code of Regulations (CCR), Title 9, Division 4, Chapter 2.5, Section 9515(b)]	
4. Employer ID Number	5. Accounting Basis () Cash () Accrual
Transactions	Amount
6. Total Funds Allocated	
7. Approved Excess Funds Carried Over from Prior Fiscal Year	
8. Total Funds Available During Funding Period	
9. Outlays (Expenditures) for Drug Treatment Services	
10. Outlays (Expenditures) for Additional Services	
11. Outlays (Expenditures) for Other Services	
12. Total Outlays (Expenditures)	
13. Other Income (Interest, Sale of Equipment, etc.)	
14. Funds Received from Client Fees	
15. Funds Received from Providers for Audit Exceptions	
16. Funds Received from County/Local Agencies	
17. Total Program Income	
18. Net Outlays (Expenditures)	
19. Excess Funds	
20. Comments/Remarks	
21. Certification: I certify to the best of my knowledge and belief that this report is correct and complete, and that all outlays and obligations are for the purposes set forth in Division 10.8 of the Health and Safety code; Chapter 2.5, Division 4, Title 9, CCR; and in the award documents.	
Name and Title (Please print)	Telephone Number
Signature of Authorized Certifying Official	Date Report Submitted

INSTRUCTIONS FOR ANNUAL FINANCIAL STATUS REPORT
SUBSTANCE ABUSE AND CRIME PREVENTION ACT OF 2000
Department of Alcohol and Drug Programs

1. No entry is necessary as the Department's name is preprinted on the form.
2. Enter the funding period (State Fiscal Year) to which the report applies.
3. Enter the name and address of the county lead agency.
4. Enter the employer identification number assigned by the U.S. Internal Revenue Service.
5. Check the box which describes the accounting basis on which the report was prepared.
6. Enter the total allocation received by the county of the \$120 million statewide amount.
7. Enter the total prior year excess funds carried over for use in this fiscal year.
8. Add lines 6 and 7 to determine the total funds available during the State Fiscal Year.
9. Enter the total outlays (expenditures) for drug treatment services.
10. Enter the total outlays (expenditures) for additional services supplemental to treatment pursuant to the Act, i.e., family counseling, vocational training, and literacy training.
11. Enter the total outlays (expenditures) for other services pursuant to the Act, i.e., probation, court monitoring, and miscellaneous services.
12. Add amount reported on line 9, line 10, and line 11, and enter the sum.
13. Enter other program income (interest, sale of equipment, etc.).
14. Enter funds received from client fees that have not already been offset against service costs prior to making payment. This may include fees assessed by trial judges or the parole authority.
15. Enter funds received from providers as a result of county audit exceptions or audit findings identified by the state which necessitated the recovery. This does not include amounts recovered through offset of payments to service providers.
16. Enter any funds received from county/local agencies for purposes of the Act.
17. Add lines 13 through 16 and enter the total program income.
18. Subtract the amount on line 17 from the amount on line 12 and enter the result.
19. Subtract line 18 from line 8 and enter the result. **THE AMOUNT REPORTED ON LINE 19 REPRESENTS THE UNSPENT FUNDS, WHICH IF APPROVED BY THE DEPARTMENT, MAY BE RETAINED BY THE COUNTY AND EXPENDED IN ACCORDANCE WITH SECTION 11999.13 OF THE HEALTH AND SAFETY CODE. TO RETAIN AND EXPEND THESE FUNDS, A COUNTY SHALL AMEND ITS COUNTY PLAN.**
20. and 21. Self-explanatory.